

30 th Medical Brigade PAM 1-201 COMMAND INSPECTION CHECKLIST			DATE OF INSPECTION		
FUNCTIONAL AREA/SUBORDINATE AREA: COMBAT / OPERATIONAL STRESS CONTROL		RATING	CHECKLIST EFF DATE: 1 OCTOBER 2004		PAGE 1 OF 3
INSPECTION OFFICE/AGENCY CLINICAL OPERATIONS / MENTAL		UNIT	INSPECTOR'S NAME & PHONE NUMBER		
ITEM			YES	NO	NA
TASK: Maintain a combat and operational stress control program. CONDITIONS: Given the mission of establishing and maintaining a combat and operational stress control program. STANDARD: IAW the below cited references					
1. REFERENCES: a. DA PAM 600-24 Suicide Prevention & Psychological Autopsy, 30 Sep 88. b. GTA 21-3-4 Battle Fatigue - Normal Common Signs: What to do for Self & Buddy, June 86. c. GTA 21-3-5 Battle Fatigue - Warning Signs: Leader Actions, June 1994. d. GTA 21-3-6 Battle Fatigue - Company Leader Actions & Prevention, June 1994. e. FM 6-22.5 Combat Stress, June 2000. f. FM 8-51 (with Change 1) Combat Stress Control in a Theater of Operations, 30 Jan 98. g. FM 22-51 Leaders Manual for Combat Stress Control, 29 Sep 94. h. ARTEP 8-463-30-MTP Mission Training Plan for the Medical Company/Detachment, Combat Stress Control, 01 Oct 03 i. DOD Directive 6490-1 Mental Health Evaluations of Members of the Armed Forces, 01 Oct 97. j. DOD Directive 6490-5 Combat Stress Control Programs, 23 Feb 99. k. USAREUR policy letter #28, Suicide Prevention, dated 04 May 03 2. PURPOSE: To ensure that units have a program to establish and maintain a combat and operational stress control program. 3. SPECIFIC QUESTIONS: a. Are steps taken as part of a risk assessment to prevent, recognize, and control combat / operational stress in unit personnel <i>before</i> training exercises and deployments? b. Has the unit completed suicide prevention training for Soldiers and					

**30th Medical Brigade PAM 1-201
COMMAND INSPECTION CHECKLIST**

DATE OF INSPECTION

FUNCTIONAL AREA/SUBORDINATE AREA:

RATING

CHECKLIST EFF DATE: PAGE

1 OCTOBER 2004

2 OF 3

INSPECTION OFFICE/AGENCY

UNIT

INSPECTOR'S NAME & PHONE NUMBER

CLINICAL OPERATIONS / MENTAL

ITEM

YES

NO

NA

d. Is the suicide prevention training and attendance documented and reported?

e. Do field training exercises with casualty treatment and evacuation include combat / operational stress reactions and behavioral health scenarios?

f. Are unit personnel trained in recognizing and controlling combat / operational stress reactions?

g. Are the above references on hand, on order, or readily available? (References a, f, and h through j apply only to the CSC unit)..

THE FOLLOWING QUESTIONS PERTAIN TO THE COMBAT STRESS CONTROL UNIT ONLY:

a. Does the unit follow a standard method of reporting workload? (Recommended format is the Combat/Operational Stress Control - Workload and Activity Recording System [COSC-WARS]; Are the forms available?

b. Does the unit conduct ongoing training in the following areas, IAW combat / operational stress control doctrine (FM 8-51and FM 22-51); general principles of combat / operational stress control; combat / operational stress control functional areas; and identification of risk factors for combat / operational stress responses

c. Are a minimum of 50% of unit personnel trained in Critical Event Management?

d. Does the unit schedule and conduct regular outreach of supported units?

e. Does the unit have a system for establishing case files during deployment?; Is there a system for safeguarding these files?; Is there a plan to coordinate the transfer of files for ongoing management?

f. Does the unit conduct ongoing training which addresses the enhancement of clinical skills?

g. Does the unit support the pursuit of ongoing professional licensure and/or certification, within the confines of mission requirements?

h. Are professional staff credentialed before performing actual care to Soldiers?

i. Are personnel who require clinical supervision receiving it?

j. Do all licensed providers have current BLS certification?

**30th Medical Brigade PAM 1-201
COMMAND INSPECTION CHECKLIST**

DATE OF INSPECTION

FUNCTIONAL AREA/SUBORDINATE AREA:

RATING

CHECKLIST EFF DATE: PAGE

1 OCTOBER 2004

3 OF 3

INSPECTION OFFICE/AGENCY

UNIT

INSPECTOR'S NAME & PHONE NUMBER

CLINICAL OPERATIONS / MENTAL

ITEM

YES

NO

NA

NOTES:

VERIFICATION

x _____

Unit POC Signature, Name, Rank, Date

x _____

Inspector's Signature, Name, Rank,

Date

30 th Medical Brigade PAM 1-201 COMMAND INSPECTION CHECKLIST			DATE OF INSPECTION		
FUNCTIONAL AREA/SUBORDINATE AREA: UNIT LEVEL PREVENTIVE MEDICINE / FST		RATING	CHECKLIST EFF DATE: 1 OCTOBER 2004	PAGE 1 OF 2	
INSPECTION OFFICE/AGENCY CLINICAL OPERATIONS / PM	UNIT	INSPECTOR'S NAME & PHONE NUMBER			
ITEM			YES	NO	NA
TASK: Maintain a field sanitation team program. CONDITIONS: Given the mission of establishing and maintaining a field sanitation team program					
STANDARD: IAW the below cited references 1. REFERENCES: a. AR40-5, Preventive Medicine (Oct 99) b. DA PAM 40-501, Hearing Conservation (Dec 98) c. FM 21-10, Field Hygiene and Sanitation d. FM 21-10-1, Unit Field Sanitation Team e. TB MED 577, Sanitary Control and Surveillance of Field Water Supplies (Mar 86) f. TB MED 530, Occupational and Environmental Health Food Service Sanitation (Nov 91) 2. PURPOSE: To ensure that units have designated, trained and equipped field sanitation teams IAW all cited references. 3. SPECIFIC QUESTIONS: a. Are the above references on hand, on order, or readily available? b. Does the unit have a field sanitation SOP that describes the general requirements for personal hygiene, disease control, insect and rodent control, water supply, food sanitation and waste disposal? c. Does the appointed unit FST consist of at least two personnel, one of which must be a NCO? d. Has the unit FST been trained by Preventive Medicine, are they on unit orders? e. Does the unit have its critical FST equipment on hand, is it serviceable? f. Does the unit have: AR 40-5, Chapter 14, and FM 21-10, FM 21-10-1 on hand? g. Does the unit FST inspect and ensure potable water containers (including water trailers) are maintained in a clean, serviceable and sanitized manner?					

30 th Medical Brigade PAM 1-201 COMMAND INSPECTION CHECKLIST			DATE OF INSPECTION		
FUNCTIONAL AREA/SUBORDINATE AREA: UNIT LEVEL PREVENTIVE MEDICINE / FST		RATING	CHECKLIST EFF DATE: PAGE 1 OCTOBER 2004 2 OF 2		
INSPECTION OFFICE/AGENCY CLINICAL OPERATIONS / PM		UNIT	INSPECTOR'S NAME & PHONE NUMBER		
ITEM			YES	NO	NA
i. Does the unit provide documented training on preventive medicine measures to protect soldiers against environmental injuries?					
j. Does the unit have a system to check subordinate units?					
k. Is a system in place to monitor Hearing Conservation Program per DA Pam 40-501?					
NOTES:					
<div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div>					
Date			VERIFICATION x _____ Unit POC Signature, Name, Rank, Date x _____ Inspector's Signature, Name, Rank,		

30 th Medical Brigade PAM 1-201 COMMAND INSPECTION CHECKLIST			DATE OF INSPECTION		
FUNCTIONAL AREA/SUBORDINATE AREA: MEDICAL READINESS		RATING	CHECKLIST EFF DATE: 1 OCTOBER 2004		PAGE 1 OF 2
INSPECTION OFFICE/AGENCY CLINICAL OPERATIONS		UNIT	INSPECTOR'S NAME & PHONE NUMBER		
ITEM			YES	NO	NA
TASK: Maintain a unit and individual medical readiness. CONDITIONS: Given the mission of establishing and maintaining a unit and individual medical readiness program STANDARD: IAW the below cited references					
1. REFERENCES: a. AR40-35, Dental Readiness and Community Oral Health Protection (Sep 04) b. AR 40-501, Standards of Medical Fitness (Apr 04) c. AR 40-562, Immunization Requirements and Procedures (Nov 95) d. AR 220-1, Unit Status Reporting (Jun 03) e. AR 600-60, Physical Performance Evaluation System (May 02) f. AR 600-63, Army Health Program (Apr 96) g. DoD Instructions 6490-3 Implementation and Application of Joint Medical Surveillance for Deployments h. DoD Directive 6490-2 Joint Medical Surveillance, 30 August 1997 i. Headquarters, Department of the Army Letter, 40-99-1, subject: The use of DD Form 2766 and DD Form 2766C, 26 March 1999 j. Joint Staff memorandum, MCM-251-98, Deployment Health Surveillance Readiness, 4 December 1998 k. USAREUR Regulation 525-1, USAREUR Deployment l. USAREUR Regulation 600-8-101, USAREUR Soldier Readiness Program (Oct 02) m. US Army Anthrax Vaccine Immunization Program (AVIP), dtd 29 Apr 1998 n. Expansion of Force Health Protection Anthrax and Smallpox Immunization Programs for DoD Personnel, dtd 28 Jun 2004 o. Resumption of Anthrax Vaccinations for Personnel Previously Deferred, dtd 28 Jul 04.					
2. PURPOSE: To ensure that units are maintaining individual and unit medical readiness IAW with cited regulations.					

30 th Medical Brigade PAM 1-201 COMMAND INSPECTION CHECKLIST		DATE OF INSPECTION		
FUNCTIONAL AREA/SUBORDINATE AREA: MEDICAL READINESS		RATING	CHECKLIST EFF DATE: 1 OCTOBER 2004	PAGE 2 OF 2
INSPECTION OFFICE/AGENCY CLINICAL OPERATIONS	UNIT	INSPECTOR'S NAME & PHONE NUMBER		
ITEM			YES	NO
3. SPECIFIC QUESTIONS: a. Are the above references on hand, on order, or readily available? b. Does the command have an SOP or local policy to monitor subordinate units' conduct of soldier readiness processing (SRP) / pre-deployment processing (PDP)? c. Does the command verify the completion of the Pre-deployment health Assessment (DD Form 2795) and Post-deployment Health Assessment (DD Form 2796) for each soldier upon deployment/redeployment? d. Does command have a system to monitor status of soldiers under the Anthrax Vaccine Immunization Program (AVIP)? e. Does the command have a system or procedures to monitor the Oral Health of subordinate units? f. Does the command ensure that permanent physical profiles with a numerical factor of "3" or "4" are entered into eMILPO? g. Does the command have a system to report physical profiles that render a soldier non-deployable? h. Does the unit have a minimum of 2 MEDPROS trained personnel with read and write access to MEDPROS? i. Does the unit have a system to screen Soldiers for psychological problems, and/or maintenance concerns for psychological conditions, that would render a Soldier nondeployable?				
NOTES: 				
VERIFICATION x _____ Unit POC Signature, Name, Rank, Date x _____ Inspector's Signature, Name, Rank,				

30 th Medical Brigade PAM 1-201 COMMAND INSPECTION CHECKLIST			DATE OF INSPECTION		
FUNCTIONAL AREA/SUBORDINATE AREA: NURSING		RATING	CHECKLIST EFF DATE: PAGE 1 OCTOBER 2004 1 OF 7		
INSPECTION OFFICE/AGENCY CLINICAL OPERATIONS / CN		UNIT	INSPECTOR'S NAME & PHONE NUMBER		
ITEM			YES	NO	NA
TASK: Maintain a unit and individual medical readiness.					
CONDITIONS: Given the mission of establishing and maintaining a unit and individual medical readiness program					
STANDARD: IAW the below cited references					
1. REFERENCES:					
a. AR 40-1 Composition, Mission, and Functions of the Army Medical Department 1 July 1983					
b. AR 40-13 Medical Support--Nuclear/Chemical Accidents and Incidents 1 February 1985					
c. AR 40-3 Medical, Dental, and Veterinary Care 12 November 2002					
d. AR 40-5 Preventive Medicine 15 October 1990					
e. AR 40-407 Nursing Records and Reports 15 August 1991					
f. AR 40-535 Worldwide Aeromedical Evacuation 10 May 1979					
g. AR 40-562 Immunizations and Chemoprophylaxis 1 November 95					
h. AR 40-61 Medical Logistics Policies and Procedures 25 January 1995					
i. AR 40-66 Medical Record Administration and Health Care Documentation 20 July 2004					
j. AR 40-68 Clinical Quality Management 26 February 2004					
k. AR 190-51 Security of Unclassified Army Property (Sensitive and Nonsensitive) September 1993					
l. AR 350-1 Army Training and Education 9 April 2003					
m. AR 601-142 Army Medical Department Professional Filler System 23 June 2004					
n. AR 611-1 Military Occupational Classification Structure Development and Implementation 30 September 1997					
o. FM 4-02 Force Health Protection in a Global Environment 13 February 2004					
p. FM 4-02.6 The Medical Company - Tactics, Techniques, and Procedures 1 August 2002					

30th Medical Brigade PAM 1-201 COMMAND INSPECTION CHECKLIST		DATE OF INSPECTION		
FUNCTIONAL AREA/SUBORDINATE AREA: NURSING		RATING	CHECKLIST EFF DATE: 1 OCTOBER 2004	PAGE 2 OF 7
INSPECTION OFFICE/AGENCY CLINICAL OPERATIONS / CN	UNIT	INSPECTOR'S NAME & PHONE NUMBER		
ITEM			YES	NO
<p>r. FM 4-02.16 Army Medical Information Management Tactics, Techniques and Procedures 22 August 2003</p> <p>s. FM 4-02.19 Dental Service Support In a Theater of Operations, 1 March 2001</p> <p>t. FM 4-02.24 Area Support Medical Battalion Tactics, Techniques, and Procedures, 28 August 2003</p> <p>u. FM 4-02.505 Army Medical Field Feeding Operations, 29 April 2003</p> <p>v. FM 4-25.11 First Aid for Soldiers, 23 December 2002</p> <p>w. FM 4-25.12 Unit Field Sanitation Team, 25 January 2002</p> <p>x. FM 8-9 NATO Handbook on the Medical Aspects of NBC Defense Operations, 01 February 1996</p> <p>y. FM 8-10-5 Brigade and Division Surgeon's Handbook Tactics, Techniques, and Procedures, 10 June 1991</p> <p>z. FM 8-10-6 Medical Evacuation in a Theater of Operations, Tactics, Techniques, and Procedures, 14 April 2002</p> <p>aa. FM 8-10-9 Combat Health Logistics in a Theater of Operations Tactics, Techniques, and Procedures, 03 October 1995</p> <p>bb. FM 8-10-14 Employment of the Combat Support Hospital Tactics, Techniques, and Procedures, 29 December 1994</p> <p>cc. FM 8-10-25 Employment of Forward Surgical Teams Tactics, Techniques, and Procedures, 30 September 1997</p> <p>dd. FM 8-42 Combat Health Support in Stability Operations and Support Operations, 27 October 1997</p> <p>ee. FM 8-51 Combat Stress Control in a Theater of Operations Tactics, Techniques, and Procedures, 29 September 1994</p> <p>ff. FM 8-55 Planning for Health Service Support, 09 September 1994</p> <p>gg. FM 8-285 Treatment of Chemical Agent Casualties and Conventional Military Chemical Injuries, 22 December 1995</p> <p>hh. FM 21-10 Field Hygiene and Sanitation, 21 June 2000</p> <p>ii. FM 22-51 Leader's Manual for Combat Stress Control, 29 September 1994</p>				

30 th Medical Brigade PAM 1-201 COMMAND INSPECTION CHECKLIST		DATE OF INSPECTION		
FUNCTIONAL AREA/SUBORDINATE AREA: NURSING		RATING	CHECKLIST EFF DATE: 1 OCTOBER 2004	PAGE 3 OF 7
INSPECTION OFFICE/AGENCY CLINICAL OPERATIONS / CN	UNIT	INSPECTOR'S NAME & PHONE NUMBER		
ITEM			YES	NO
REFERENCE MATERIALS AND PUBLICATIONS a. Are the above Army Regulations and Field Manuals on hand, current, complete, and available for review? b. Is the medical reference library current? c. Is the Dept of Nursing SOP manual complete? 1. Does it include a Chain of Command and Nursing personnel actions; 2. A Nursing MASCAL plan; 3. Administration of medication; 4. Work/rest cycle policy/plan for nursing personnel 5. Ward specific work and care guidelines (ICU/ICW/EMT); 6. Central Material Admin Policies & Procedures Sterilizer operation & safety Sterilizer cleaning procedures Sterilizer setting for: TIME, TEMP, PRESSURE CMS work flow pattern CMS cleaning procedures & solution used Instrument set cards listing contents of sets Sterilization support in event of sterilizer shutdown Quality control measure guidelines Spore-Strip Sterilization log book recording Recall system for "bad" loads Sterilizer recorder charts Load control number calculation Expiration date calculation Use of internal & external sterilization Guidelines for what can be safely steam sterilized d. Have all nursing SOPs been reviewed and updated, at least annually? e. Is the Hospital Formulary complete and up to date?				

30 th Medical Brigade PAM 1-201 COMMAND INSPECTION CHECKLIST		DATE OF INSPECTION		
FUNCTIONAL AREA/SUBORDINATE AREA: NURSING		RATING	CHECKLIST EFF DATE: 1 OCTOBER 2004	PAGE 4 OF 7
INSPECTION OFFICE/AGENCY CLINICAL OPERATIONS / CN	UNIT	INSPECTOR'S NAME & PHONE NUMBER		
ITEM			YES	NO
f. Do personnel know location, purpose and contents of policy & procedure manuals?				
g. Is there an established method of informing personnel when there is a change of policy?				
NURSING ADMINISTRATION ACTIVITIES				
a. Is there a Chain of Command for Nursing?				
b. Is there a current organization chart?				
c. Can personnel identify their rater / SR?				
d. Is there documentation that performance counseling was provided to all personnel on a regular basis (mandatory quarterly)?				
e. Are personnel evaluations done annually?				
f. Is current licensure data maintained on all registered nurses & 91W?				
g. Are personnel evaluations done annually?				
h. Is current licensure data maintained on all registered nurses & 91W?				
i. Does the unit have a current PROFIS roster? (AR 601-142)				
j. Are PROFIS personnel included in unit training and training is documented?				
k. Is there a method of obtaining PROFIS credentialing if needed?				
l. Are nursing staff meetings held & minutes kept & an attendance roster?				
EDUCATION/TRAINING (AR 350-1)				
a. Are training programs available for nursing personnel?				
b. Is there a Competency Based Orientation (CBO) program available and validated?				
c. Is there documentation of active in-service training programs, geared toward the duties of the personnel?				
(1) Is there documentation of required annual training?				
(2) BCLS				
(3) Safety				

30 th Medical Brigade PAM 1-201 COMMAND INSPECTION CHECKLIST			DATE OF INSPECTION		
FUNCTIONAL AREA/SUBORDINATE AREA: NURSING		RATING	CHECKLIST EFF DATE: PAGE 1 OCTOBER 2004 5 OF 7		
INSPECTION OFFICE/AGENCY CLINICAL OPERATIONS / CN		UNIT	INSPECTOR'S NAME & PHONE NUMBER		
ITEM			YES	NO	NA
d. Are six-sided folders kept on all nursing personnel? (officer & enlisted) e. Is there a system of documentation ensuring each 91 CMF personnel attends MPT annually? f. Are evaluations/critiques, & test scores on soldiers returning from MPT maintained at the unit? g. Are MPT results being used to plan training on an individual and collective task level? h. Is there a system documenting which soldiers have attended & completed: <ul style="list-style-type: none"> (1) EFMB Course (2) Combat Life Saver's Course (3) EMT Course (4) PHTLS (5) TNCC (6) ACLS (7) CEU/CMEs (8) SACMS-VT (9) SIMMAN train the trainer 					
CERTIFICATION (AR 611-1) <ul style="list-style-type: none"> a. Are enlisted personnel certified (scope of practice) for duties performed beyond those listed for their MOS in AR 611-1? b. Does the unit's certification program meet the following requirements: <ul style="list-style-type: none"> (1) Instructions listing all requirements to become certified for each duty or task i.e., CMS, Casting Allergy/Immunization? (2) Proof of training recorded to meet all the requirements? (3) An individual scope of practice for each area where training was completed? 					

30 th Medical Brigade PAM 1-201 COMMAND INSPECTION CHECKLIST		DATE OF INSPECTION			
FUNCTIONAL AREA/SUBORDINATE AREA: NURSING		RATING	CHECKLIST EFF DATE: 1 OCTOBER 2004	PAGE 6 OF 7	
INSPECTION OFFICE/AGENCY CLINICAL OPERATIONS / CN	UNIT	INSPECTOR'S NAME & PHONE NUMBER			
ITEM			YES	NO	NA
e. Is there a system documenting for enlisted staff on: <ul style="list-style-type: none"> (1) IV Certification? (2) Suturing certification? (3) CMS, Casting, & Immunization certification? (4) Oxygen Therapy Certification? 					
f. Are certification & documentation of training maintained, reviewed, and updated at least annually?					
MAINTENANCE OF NARCOTICS & CONTROLLED SUBSTANCES (AR 40-3, AR 40-61, AR 190-51)					
a. Is there safe administration & control of medications IAW AR 40-3, AR 190-51?					
b. Are narcotics & controlled substances stored in a double locked box?					
c. Is a register maintained IAW AR 40-3?					
INFECTION CONTROL (AR 40-5)					
a. Is the infection control SOP available & updated annually?					
b. Is there an Infection Control In-service Record reflecting at least an annual in-service for all personnel?					
c. Is there documentation that all new personnel are oriented to infection control procedures for their work area & the hospital?					
STAFF ACTIONS					
a. Is the Chief Nurse/DON fully involved in the planning Deployment Activities?					
(1) Set-up, Site Selection, Layout					
(2) Mission Statement / Focus					
(3) MOS/AOC Selection					

30 th Medical Brigade PAM 1-201 COMMAND INSPECTION CHECKLIST			DATE OF INSPECTION		
FUNCTIONAL AREA/SUBORDINATE AREA: NURSING		RATING	CHECKLIST EFF DATE: PAGE 1 OCTOBER 2004 7 OF 7		
INSPECTION OFFICE/AGENCY CLINICAL OPERATIONS / CN		UNIT	INSPECTOR'S NAME & PHONE NUMBER		
ITEM			YES	NO	NA
<div>(6) Included in the Advance party</div> <div>(7) Multi-National Care Provision / Policies</div> <div>b. Is the Chief Nurse/DON fully involved in development of the unit Training Plan?</div> <div>NOTES:</div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div>					
Date					
VERIFICATION					
X _____					
Unit POC Signature, Name, Rank, Date					
X _____					
Inspector's Signature, Name, Rank,					

30 th Medical Brigade PAM 1-201 COMMAND INSPECTION CHECKLIST			DATE OF INSPECTION		
FUNCTIONAL AREA/SUBORDINATE AREA: COMBAT LIFESAVER PROGRAM		RATING	CHECKLIST EFF DATE: 1 OCTOBER 2004	PAGE 1 OF 2	
INSPECTION OFFICE/AGENCY CLINICAL OPERATIONS	UNIT	INSPECTOR'S NAME & PHONE NUMBER			
ITEM			YES	NO	NA
TASK: Maintain Combat Lifesaver Program. CONDITIONS: Given the mission of establishing and maintaining a unit Combat Lifesaver Training Program STANDARDS: IAW the below cited references					
1. REFERENCES: a. AR 40-5, Preventive Medicine, October 1999 b. AR 40-61, Medical Logistics Policies and Procedures c. USAREUR Reg 350-1, USAREUR Training Program d. FM 21-10, Field Hygiene and Sanitation, 21 June 2000 e. FM 4-25.11, First Aid. 15 July 2004 f. V Corps Policy Memorandum #27, Supply Discipline and Accountability of the Combat Lifesaver (CLS) Medical Equipment Set (MES) 2. PURPOSE: To assess the effectiveness of the units Combat Lifesaver Program 3. SPECIFIC QUESTIONS: a. Are the above references on hand, on order, or readily available? b. Does the unit have a SOP or policy on combat lifesavers establishing procedures and assigning responsibilities for: (1) Designating, training, and utilizing the number of CLS personnel as designated by the command? (2) Documenting, tracking, and monitoring CLS training and annual recertification as required? (3) Requesting, inventorying, securing, maintaining, and resupplying CLS bags. (4) Maintaining formal accountability and ensuring proper supply discipline of CLS bags to					

30 th Medical Brigade PAM 1-201 COMMAND INSPECTION CHECKLIST			DATE OF INSPECTION		
FUNCTIONAL AREA/SUBORDINATE AREA: COMBAT LIFESAVER PROGRAM		RATING	CHECKLIST EFF DATE: 1 OCTOBER 2004	PAGE 2 OF 2	
INSPECTION OFFICE/AGENCY CLINICAL OPERATIONS		UNIT	INSPECTOR'S NAME & PHONE NUMBER		
ITEM			YES	NO	NA
<p>d. Is there a system to ensure Atropine and Diazepam are removed and properly secured/stored when not deployed? NOTE: Atropine and Diazepam may be issued with initial issue CLS bags. These items are required only during actual deployments and must be removed for proper storage and security when the unit is not deployed.</p> <p>e. Are the expirable items in the Combat lifesaver bags replaced within 90 days of the expiration date? (Para 5-6a3b, AR 40-61)</p> <p>f. Is quality control information documented on DA Form 4996-R for all potency and dated medical materiel for each CLS bag?</p> <p>g. Does the unit maintain accountability of all Combat Lifesaver bags?</p> <p>h. Does the unit maintain a current packing list inside of each Combat Lifesaver bag?</p> <p>i. Are the Combat Lifesaver bags stocked according to the packing list?</p> <p>j. Are all Combat Lifesaver bags (that are authorized) on hand or properly requisitioned?</p> <p>k. Are all Combat Lifesaver bags maintained in a temperature controlled environment as much as possible? (i.e. not left in vehicles or rooms without heat and or air-conditioning)</p> <p>NOTES:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>VERIFICATION</p> <p>x _____</p> <p>Unit POC Signature, Name, Rank, Date</p> <p>x _____</p>					

30 th Medical Brigade PAM 1-201 COMMAND INSPECTION CHECKLIST		DATE OF INSPECTION		
FUNCTIONAL AREA/SUBORDINATE AREA: CLINICAL LAB/BLOOD MANAGEMENT		RATING	CHECKLIST EFF DATE: 1 OCTOBER 2004	PAGE: 1 OF 2
INSPECTION OFFICE/AGENCY CLINICAL OPERATIONS	UNIT	INSPECTOR'S NAME & PHONE NUMBER		
ITEM			YES	NO
TASK: Maintain clinical laboratory and blood management Programs.				
CONDITIONS: Given the mission of establishing and maintaining clinical laboratory and blood management program				
STANDARD: IAW the below cited references				
1. REFERENCES: <ul style="list-style-type: none"> a. AR 40-3, Medical, Dental and Veterinary Care, 12 November 2002 b. AR 40-5, Preventive Medicine, 15 October 1999 c. AR 200-1, Army Environmental and Enhancement, 21 February 1997 d. AR 385-10, Army Safety Program, 29 February 2000 e. ARTEP 8-705-MTP, Mission Training Plan for the Combat Support Hospital, 25 November 2002 f. FM 3-07, Stability Operations and Support Operations, 20 February 2003 g. FM 8-55, Planning for Health Service Support, 9 September 1994 				
2. PURPOSE: To assess the effectiveness of the unit's clinical laboratory and blood management program				
3. SPECIFIC QUESTIONS: <ul style="list-style-type: none"> a. Are the above references on hand, on order, or readily available? b. Are all manufactures users manuals available? c. Is the CSOP/TSOP available and contain sections on: <ul style="list-style-type: none"> Specimen Collection and Processing General Laboratory Procedures Quality Control and Quality Assurance Employee Safety Procedures Environmental Safety Procedures Biohazard waste containment and disposal Blood Management 				

30 th Medical Brigade PAM 1-201 COMMAND INSPECTION CHECKLIST			DATE OF INSPECTION		
FUNCTIONAL AREA/SUBORDINATE AREA: CLINICAL LAB/BLOOD MANAGEMENT		RATING	CHECKLIST EFF DATE: 1 OCTOBER 2004	PAGE 2 OF 2	
INSPECTION OFFICE/AGENCY CLINICAL OPERATIONS		UNIT	INSPECTOR'S NAME & PHONE NUMBER		
ITEM			YES	NO	NA
<p>d. A written, defined and approved quality control program is in place that addresses pre-analytical, analytical, and post-analytical phases of laboratory testing and result reporting.</p> <p>e. Is there a Chemical Hygiene Plan that addresses the storage and disposal of laboratory reagents and chemicals IAW AR 200-1</p> <p>f. Are current MSDS available for all chemicals, bio-chemicals, and reagents?</p> <p>LABORATORY ADMINISTRATIVE FUNCTIONS</p> <p>a. Is a Laboratory Science Officer assigned as the Chief, Laboratory Services?</p> <p>b. Is a Pathologist or Qualified Physician assigned as the Laboratory Director?</p> <p>c. Is there a program in place to ensure that laboratory personnel are properly qualified?</p> <p>EDUCATION AND TRAINING (AR 40-3):</p> <p>a. Is a formal training program in place to ensure that qualified laboratory personnel are trained appropriately for the laboratory testing they will perform?</p> <p>b. Is this training documented</p> <p>c. Are skills and competency assessments completed and documented</p> <p>d. Are laboratory training files current and accessible? (Para 7-7(b), DA Pam 40-501)</p> <p>NOTES:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>VERIFICATION</p> <p>X _____</p>					

30 th Medical Brigade PAM 1-201 COMMAND INSPECTION CHECKLIST			DATE OF INSPECTION		
FUNCTIONAL AREA/SUBORDINATE AREA: PHARMACY PROGRAM		RATING	CHECKLIST EFF DATE: PAGE 1 OCTOBER 2004 1 OF 2		
INSPECTION OFFICE/AGENCY CLINICAL OPERATIONS		UNIT	INSPECTOR'S NAME & PHONE NUMBER		
ITEM			YES	NO	NA
TASK: Maintain Pharmacy Program					
CONDITIONS: Given the mission of establishing and maintaining a pharmacy program					
STANDARD: IAW the below cited references					
1. REFERENCES: a. AR 25-400-2, The Army Records Information Management System (ARIMS), 18 March 2003 b. AR 40-3, Medical, Dental and Veterinary Care, 12 November 2002 c. AR 40-5, Preventive Medicine, 15 October 1999 d. AR 40-7, Use of Investigational Drugs and Devices in Humans and the use of Scheduled I Controlled Drug Substances, 4 January 1999 e. AR 40-68, Clinical Quality Management, 26 February 2004 f. AR 40-61, Medical Logistics Policies and Procedures, 25 January 1995 g. AR 190-51, Security of Unclassified Army Property (Sensitive and Nonsensitive), 30 September 1993 h. AR 200-1, Army Environmental and Enhancement, 21 February 1997 i. AR 385-10, Army Safety Program, 29 February 2000 j. ARTEP 8-705-MTP, Mission Training Plan for the Combat Support Hospital, 25 November 2002 k. FM 3-07, Stability Operations and Support Operations, 20 February 2003 l. FM 8-55, Planning for Health Service Support, 9 September 1994 2. PURPOSE: To assess the effectiveness of the unit's Pharmacy Program 3. SPECIFIC QUESTIONS: a. Are the above references on hand, on order, or readily available?					

30 th Medical Brigade PAM 1-201 COMMAND INSPECTION CHECKLIST		DATE OF INSPECTION		
FUNCTIONAL AREA/SUBORDINATE AREA: PHARMACY PROGRAM		RATING	CHECKLIST EFF DATE: 1 OCTOBER 2004	PAGE 2 OF 2
INSPECTION OFFICE/AGENCY CLINICAL OPERATIONS	UNIT	INSPECTOR'S NAME & PHONE NUMBER		
ITEM			YES	NO
<p>b. Is the CSOP/TSOP available and contain sections on:</p> <p>Pharmacy Security (6505 Drugs) Controlled Substances to include inventory Logistic Procedures Prepare and Provide Medications Quality Control and Quality Assurance Employee Safety Procedures Environmental Safety Procedures Biohazard waste containment and disposal</p> <p>c. A written, defined and approved quality control program is in place.</p> <p>d. Is there a Chemical Hygiene Plan that addresses the storage and disposal of pharmacy reagents and chemicals IAW AR 200-1</p> <p>e. Are current MSDS available for all chemicals, bio-chemicals, and reagents?</p> <p>PHARMACY ADMINISTRATIVE FUNCTIONS</p> <p>a. Does the assigned Pharmacist (PROFIS or assigned) have a license?</p> <p>b. Is a list of personnel authorized to write prescriptions kept on hand?</p> <p>c. Does the above list identify those personnel who are only authorized to write for select medications?</p> <p>EDUCATION AND TRAINING (AR 40-3):</p> <p>a. Is a formal training program in place to ensure that qualified pharmacy personnel are trained appropriately for the pharmacy duties they will perform?</p> <p>b. Is this training documented</p> <p>c. Are skills and competency assessments completed and documented</p> <p>d. Are pharmacy training files current and accessible</p> <p>NOTES:</p> <p>_____</p> <p>_____</p> <p>_____</p>				
VERIFICATION				
X _____				
Unit POC Signature, Name, Rank, Date				
x _____				
Inspector's Signature, Name, Rank, Date				

30 th Medical Brigade PAM 1-201 COMMAND INSPECTION CHECKLIST			DATE OF INSPECTION		
FUNCTIONAL AREA/SUBORDINATE AREA: TRAINING OF ORGANIC MEDICAL PERSONNEL		RATING	CHECKLIST EFF DATE: 1 OCTOBER 2004	PAGE 1 OF 2	
INSPECTION OFFICE/AGENCY CLINICAL OPERATIONS	UNIT	INSPECTOR'S NAME & PHONE NUMBER			
ITEM			YES	NO	NA
TASK: Maintain Unit Medical Training Program CONDITIONS: Given the mission of establishing and maintaining a unit medical training program STANDARD: IAW the below cited references					
1. REFERENCES: a. AR 40-68 Clinical Quality Management, 26 February 2004 b. USAREUR Regulation 350-1, Training in USAREUR, 15 may 2003 c. USAREUR Regulation 350-40-1, Medical Proficiency Training, 9 September 2003 d. FM 4-02, Force Health Protection in a Global Environment, 13 February 2003 e. FM 7-0, Training the Force, 22 October 2002 f. FM 7-1, Battle Focused Training, 23 September 2003 g. FM 8-10-5, Brigade and Division Surgeons' Handbook, 10 June 1991 h. FM 22-51 Leader's Manual for Combat Stress Control, 29 Sep 94. i. Training Circular 8-800, Semi-annual Combat Medic Skills Validation Test (SACMS-VT) 2. PURPOSE: To assess the effectiveness of the unit's medical training program 3. SPECIFIC QUESTIONS: a. Are the above references on hand, on order, or readily available? b. Does the unit have a system that identifies Mission Essential Tasks for its organic medical units or collective tasks for assigned medical personnel? c. Does the command have a system to monitor and evaluate low density training of all medical personnel? d. Does the command have a system to monitor Medical Proficiency Training for its medical personnel?					

**30th Medical Brigade PAM 1-201
COMMAND INSPECTION CHECKLIST**

DATE OF INSPECTION

FUNCTIONAL AREA/SUBORDINATE AREA:

RATING

CHECKLIST EFF DATE: PAGE

1 OCTOBER 2004

2 OF 2

INSPECTION OFFICE/AGENCY

UNIT

INSPECTOR'S NAME & PHONE NUMBER

**CLINICAL
OPERATIONS**

ITEM

YES

NO

NA

NOTES:

VERIFICATION

X _____

Unit POC Signature, Name, Rank, Date

X _____

Inspector's Signature, Name, Rank,

Date

30 th Medical Brigade PAM 1-201 COMMAND INSPECTION CHECKLIST			DATE OF INSPECTION		
FUNCTIONAL AREA/SUBORDINATE AREA: HEARING CONSERVATION PROGRAM		RATING	CHECKLIST EFF DATE: PAGE 1 OCTOBER 2004 1 OF 2		
INSPECTION OFFICE/AGENCY CLINICAL OPERATIONS		UNIT	INSPECTOR'S NAME & PHONE NUMBER		
ITEM			YES	NO	NA
TASK: Maintain Hearing Conservation Program CONDITIONS: Given the mission of establishing and maintaining a unit hearing conservation program STANDARD: IAW the below cited references					
1. REFERENCES: a. DA Pam 40-501, Hearing Conservation b. AR 40-5, Preventive Medicine 2. PURPOSE: To assess the effectiveness of the unit's Hearing Conservation Program 3. SPECIFIC QUESTIONS: a. Are the above references on hand, on order, or readily available? b. Does the unit have a hearing conservation officer/NCO appointed on unit orders to oversee the unit program? (Para 5-16b(9)(a), AR 40-5) c. Does the unit maintain a local SOP detailing the hearing conservation program? (Para 5-16b(9)(g)(2), AR 40-5) d. Do soldiers receive (at least annually) training on the harmful effects of noise and the proper use and care of hearing protection devices? (Para 5-16b(9)(g)(2), AR 40-5) e. Do all soldiers working or entering designated noise hazardous areas have approved protection devices in their possession? (Para 5-16b(9)(g)(2)) f. Is the mandatory use of hearing protection devices by all soldiers entering or working in noise hazardous areas enforced? (Para 5-16, AR 40-5) g. Is an inventory of all noise hazardous operations and equipment maintained? (Para 5-16(8)(c), AR 40-5) h. Are approved pre-formed earplugs fitted and issued to all soldiers? (Para 6-3a, DA Pam 40-501) i. Are annual audiometric evaluations performed for all soldiers by birth month? j. Are hearing protection devices (earplugs, and earmuffs) being maintained by the unit? (Para 5-13, Para d1 and 9, AR 40-5)					

30 th Medical Brigade PAM 1-201 COMMAND INSPECTION CHECKLIST		DATE OF INSPECTION		
FUNCTIONAL AREA/SUBORDINATE AREA: HEALTH PHYSICS RADIATION PROTECTION		RATING	CHECKLIST EFF DATE: 1 OCTOBER 2004	PAGE 1 OF
INSPECTION OFFICE/AGENCY CLINICAL OPERATIONS	UNIT	INSPECTOR'S NAME & PHONE NUMBER		
ITEM			YES	NO
TASK: Maintain a Health Physics Radiation Protection Program. CONDITIONS: Given the mission of establishing and maintaining a unit' field x-ray, medical, veterinary, and or dental training program				
STANDARD: IAW the below cited references 1. REFERENCES: a. TB MED 521, Occupational and Environmental Health Management and Control of Diagnostic, Therapeutic, and Medical Research X-Ray Systems and Facilities, 1 February 2002 b. AR 40-14 There is no AR 40-14, but there is a 40-13, Medical Support - Nuclear/chemical Accidents and Incidents c. AR 11-9, The Army Radiation Safety Program, 28 May 1999 d. DA PAM 40-18, Personnel Dosimetry Guidance and Dose Recording Procedures for Personnel Occupationally Exposed to Ionizing Radiation, 30-June 1995 e. FM 7-0, Training the Force, 22 October 2002 f. FM 7-1, Battle Focused Training, 23 September 2003 g. FM 8-10-5, Brigade and Division Surgeons' Handbook, 10 June 1991 h. Training Circular 8-800, Semi-annual Combat Medic Skills Validation Test (SACMS-VT) 2. PURPOSE: To provides procedures for the maintenance, evaluation, X-Ray quality assurance and the use of diagnostic X-Ray equipment. 3. SPECIFIC QUESTIONS: Are the above references on hand, on order, or readily available? RADIATION PROTECTION a. Is there a Radiation Protection Officer (RPO) and Alternate (ARPO) assigned in writing? Identify them (TB MED 521, 1-5j (1), AR 40-14, 2-5a(3), AR 11-9				

**30th Medical Brigade PAM 1-201
COMMAND INSPECTION CHECKLIST**

DATE OF INSPECTION

FUNCTIONAL AREA/SUBORDINATE AREA:

RATING

CHECKLIST EFF DATE: PAGE

1 OCTOBER 2004

2 OF X

HEALTH PHYSICS RADIATION PROTECTION

INSPECTION OFFICE/AGENCY

UNIT

INSPECTOR'S NAME & PHONE NUMBER

**CLINICAL
OPERATIONS**

ITEM

YES

NO

NA

e. Does the SOP address personnel dosimetry, radiographic quality assurance, who is authorized to order X-Rays, training, and radiation protection principles? If not, what needs to be added?

f. Are protective shielding devices (aprons, thyroid shields) available, properly stored when not in use, and inspected annually? (TB MED 521, 5-11c)

g. Do all X-Ray rooms have adequate protective shielding for both the operator and personnel in adjacent unrestricted areas? (If not, explain in REMARKS section) (TB MED 521, 4-13(8)d.

h. Are all X-Ray rooms' interlocks functioning properly and being checked at least once every 6 months? (If not, explain in REMARKS section) (TB MED 521, 4-13(1)(b)

i. Are "Caution X-Rays" warning signs in appropriate languages posted? (Exception: Diagnostic X-Ray facilities where such signs may be a source of apprehension to patients provided that entrance to the radiation area is strictly controlled) (TB MED 521, 4-17)

j. Are "Warning to Pregnant Patient" signs posted in X-Ray waiting areas and X-Ray rooms? (TB MED 521, 4-17a)

k. Base camp configurations places the iso-shelter around the X-ray Department to create an exclusion area and shield. (TB MED 521, 7-5(b)1

l. Base camp x-ray area uses engineer tape around the outside of an X-ray Tent or structure and places signs on the tape stating that X-Ray procedures are being performed. (TB MED 521, 7-5(b)2.

m. If field X-Ray is operational, an exclusion area of 3-5meters is utilized to reduce exposures. (TB MED 521, 7-5(b)3.

PERSONNEL DOSIMETRY

a. Is there a dosimetry record custodian designated in writing? (AR 40-14, 2-5a(9)) What is the name and what is the date of appointment?

b. Is the RPO reviewing the Automated Dosimetry Report (ADR) on a quarterly basis? (DA PAM

30 th Medical Brigade PAM 1-201 COMMAND INSPECTION CHECKLIST			DATE OF INSPECTION		
FUNCTIONAL AREA/SUBORDINATE AREA: HEALTH PHYSICS RADIATION PROTECTION		RATING	CHECKLIST EFF DATE: 1 OCTOBER 2004	PAGE 3 OF X	
INSPECTION OFFICE/AGENCY CLINICAL OPERATIONS		UNIT	INSPECTOR'S NAME & PHONE NUMBER		
ITEM			YES	NO	NA
g. Are ADRs being maintained on file? Where? h. Are the Thermoluminescent Dosimeters (TLD) located conveniently close to, but outside of, the radiation area with the control dosimeter? (DA PAM 40-18, 3-4e) i. Is the TLD storage location approved in writing by the RPO? (DA PAM 40-18, 3-4e) j. Are TLDs labeled with personal identification? (DA PAM 40-18, 3-4d) k. Are TLD "windows" free of obstruction and properly worn? (DA PAM 40-18, 3-4b)					
RADIOGRAPHIC QUALITY CONTROL a. Is sensitometry or step wedge data plotted daily and reviewed weekly for trends and corrective action? (TB MED 521, 6-2) b. Are daily processor checks and detailed film processing procedures posted? (TB MED 521, 6-3) c. Is the processor maintenance documented and cleaning scheduled at least quarterly? (TB MED 521, 6-4d) d. Is a retake log being maintained and reviewed weekly by a supervisor? (TB MED 521, 6-7a) e. Is the dark room tested for proper safe-light conditions and is the room free of light leaks? (TB MED 521, 6-6) f. Are technologist in field settings using X-Ray film screens that are "Fast Speed and "Rare Earth". (TB MED 521 7-5a(2). g. Is the base + fog optical density less than 0.2? (TB MED 521, 6-4c) h. Are film cassettes cleaned routinely and checked for light-leaks and film-screen contact at least quarterly? (TB MED 521, 6-5a) i. Is the X-Ray film being used prior to the expiration date (plus six months) on the box? (TB MED 521, 6-5)					

**30th Medical Brigade PAM 1-201
COMMAND INSPECTION CHECKLIST**

DATE OF INSPECTION

FUNCTIONAL AREA/SUBORDINATE AREA:

RATING

CHECKLIST EFF DATE:

PAGE

1 OCTOBER 2004

3 OF X

INSPECTION OFFICE/AGENCY

UNIT

INSPECTOR'S NAME & PHONE NUMBER

**CLINICAL
OPERATIONS**

ITEM

YES

NO

NA

m. Have all X-Ray technologist, performing independent X-Ray procedures, completed the required Specialist Course (91P/E) or equivalent? (TB MED 521, 1-6)

n. Are student X-Ray technologists supervised by a qualified technologist at all times? (TB MED 521, 1-6)

o. Is training on radiation protection and the biological effects of radiation being conducted and documented at least annually? (TB MED 521, 1-6), AR 40-14, 2-5a(5), DA PAM 40-18, 2-7c)

p. Field Medical/Dental X-Ray technologists assigned to deployable units should spend a minimum of 2 weeks every 6 months performing X-Ray procedures in an active medical/dental treatment facility. (TB MED 521, 7-5a)

q. Hospital medical and dental X-Ray technologist should spend 2 weeks every 6 months training on field X-Ray equipment. (TB MED 521, 7-5a(1))

FIELD COMMANDERS WAIVERS

Waivers are exceptions to policies that may result in an increase in radiation exposure to personnel or a decrease in image quality resulting in a loss of diagnostic information on x-ray films

Note: Waivers will be limited to situations where the medical benefits to the patient outweigh the risks to the patients and other personnel; issues for specific situations that have fixed time lengths; and availability of assistance. Prior to considering waivers, local RPO's should seek advice from the medical group RPO.

NOTES:
